

***REGULAR ANDOVER CITY COUNCIL MEETING – FEBRUARY 5, 2014
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Mike Gamache, February 5, 2014, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present:	Mike Knight, Sheri Bukkila, Julie Trude and Tony Howard
Councilmember absent:	None
Also present:	City Administrator, Jim Dickinson Community Development Director, Dave Carlberg Director of Public Works/City Engineer, David Berkowitz Natural Resources Technician, Kameron Kytönen City Attorney, Scott Baumgartner Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one wished to address the Council.

AGENDA APPROVAL

Motion by Councilmember Trude, Seconded by Councilmember Knight, to approve the Agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

January 14, 2014, Special Meeting: Correct as written.

Motion by Councilmember Trude, Seconded by Councilmember Howard, to approve the minutes as presented. Motion carried unanimously.

January 21, 2014, Regular Meeting: Correct as written.

Motion by Councilmember Howard, Seconded by Councilmember Knight, to approve the minutes as presented. Motion carried unanimously.

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Accept Feasibility Report / Order Public Hearing / 12-37A / Andover Boulevard NW & Crosstown Boulevard NW Turn Lane Improvements (See Resolution R008-14)
- Item 4 Approve Lease Agreement with Verizon Wireless LLC / Rose Park Water Tower (Tower 1)

Motion by Councilmember Bukkila, Seconded by Councilmember Howard, approval of the Consent Agenda as read. Motion carried unanimously.

NPDES (NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM) PRESENTATION & PUBLIC MEETING / 14-1

Natural Resources Technician Kytonen provided a presentation on the National Pollutant Discharge Elimination System (NPDES) regulations as set forth by the Minnesota Pollution Control Agency (MPCA) and updated the Council on the inspection process for the City's stormwater infrastructure.

Natural Resources Technician Kytonen reviewed a PowerPoint presentation with the Council and noted there is a requirement to hold a public meeting as part of our storm water permit to receive public feedback. He reviewed the pollutants and maintenance challenges the City has.

Councilmember Trude asked if it was typical to see residents mow their lawns close to collection ponds and other outfall utilities in the City.

Natural Resources Technician Kytonen explained residents are not allowed to put grass clippings in these collection ponds. He stated this accelerates algae growth and makes filtration less effective. He stated in the case of illicit discharges the source is identified and penalties or fines may be enforced. He stated the City sweeps all the streets twice a year and then sweeps in some areas as needed. He explained the GEO Moose GIS system the City uses and what information is available for all the storm water outfalls in the City. This information is then shared with the Public Works Department so they can determine what maintenance needs to be done.

Councilmember Trude clarified that the City employees would be properly identified if they were doing work in residential yards.

Natural Resources Technician Kytonen stated in cases where the City is removing trees the resident would be notified prior to the work being done.

Councilmember Howard asked if cameras are used in the inspection process and if elevations are checked.

Natural Resources Technician Kytonen stated the inspections are mostly visual. They look at the ends for sediment and blockage. If an outfall is failing then cameras may be used to determine what the problem could be. If there is a backup then the City would look at elevations. The City does not have the equipment to look at elevations so this would be contracted out.

Councilmember Knight asked staff to explain the storm water utility bill residents received earlier this year.

City Administrator Dickinson stated those bills are for the storm water utility and the funds are used to maintain that utility infrastructure. In 2003 the City implemented the Storm Water Utility Fund and at that time funds were removed from the General Fund and put into that utility account. The City removed the maintenance of these systems from the levy and it is now a fee based system based on the type of property that is contributing to the system.

City Engineer Berkowitz stated in 2003 the MPDES permit started the process of the City maintaining and inspecting the storm water and sewer systems. Maintenance has also increased with the increased use of the street sweeper and the inspection process has increased. Everyone in the City has storm water sewer or some storm water that leaves the site and it goes to an area that the City is responsible for. The money is utilized to maintain or improve storm water quality.

Councilmember Bukkila asked if the City has looked at the cost analysis of having a jet/vac truck versus outsourcing.

City Engineer Berkowitz stated it has been beneficial for the City to have their own truck. There has been discussion about the need for a larger truck. The truck the City has is not big enough to handle the large sanitary lines in the City. He clarified the Sanitary Sewer Utility and the Storm Water Utility pay for the equipment that the City needs to clean the system. He also stated the requirements for the MPDES permit process is more and more strict and the City is required to maintain more things. The City needs to meet State and Federal regulations.

Councilmember Trude stated the City has been doing this long enough that the process is less labor intensive than it was years ago, especially with the mapping being completed.

City Engineer Berkowitz stated the City is working to be as efficient as possible but the requirements become more restrictive and more staff time is needed to get the work done.

Councilmember Trude asked if there are things residents could do to help maintain and improve the City's outfalls.

Natural Resources Technician Kytonen stated there is information on the City's website including keeping outfalls clean and keep grass clipping out of ponds. The City is also working on an Adopt-a-Pond program.

City Administrator Dickinson stated this was a public meeting and it should be noted there is no one present at the meeting.

HOLD PUBLIC HEARING / ORDER PLANS & SPECIFICATIONS / 14-2 & 14-2A / 2014 STREET RECONSTRUCTION & 159TH AVENUE NW CULVERT REPLACEMENT

City Engineer Berkowitz stated the City's 2014-2018 Capital Improvement Plan (CIP) identified the reconstruction of Makah Street NW from 159th Avenue NW to Roanoke Street NW (7th Avenue NW), and 159th Avenue NW from Makah Street NW to 7th Avenue NW.

City Engineer Berkowitz reviewed the information with the Council including the areas included in the project, the estimated project costs and estimated assessment per lot of \$6,500. He also explained the timeline for the project, explaining it would be broken into two phases so that school bus service is not interrupted. The lane width on 157th Avenue will be reduced 2-feet on each side and this will have less impact on the residential yards and have a calming or slowing effect on traffic speeds.

Councilmember Trude asked how many units are being assessed and what the lot sizes are in this project area.

City Engineer Berkowitz explained there is a total of 23 units being assessed. Most of the lots in this project are 2.5-acres to 5-acres with the exception of one lot that is about 8-acres, which will be assessed as two (2) units.

Councilmember Knight asked if the cemetery would be included in the assessments.

City Engineer Berkowitz explained the cemetery entrance is on 7th Avenue and would not be included in the assessment for this project.

Mayor Gamache stated the residential meeting held in December had been well attended by residents. He asked if there were any concerns brought up at that time that had not been addressed.

City Engineer Berkowitz explained there had been discussions regarding the in ground sprinkler systems residents have and one resident was disappointed the project would be happening this year because he had hoped to sell his house this summer.

Motion by Councilmember Knight, Seconded by Councilmember Bukkila, to open the public hearing at 7:45 p.m. Motion carried unanimously.

None.

Motion by Councilmember Bukkila, Seconded by Councilmember Knight, to close the public

hearing at 7:46 p.m. Motion carried unanimously.

Motion by Councilmember Trude, Seconded by Councilmember Bukkila, to approve a resolution ordering the improvement of projects 14-2, 2014 Street Reconstruction, and 14-2A, 159th Avenue NW culvert replacement and directing preparation of final plans and specifications. Motion carried unanimously. (See Resolution R009-14)

PUBLIC HEARING: VACATION OF EASEMENT – 1711 139TH LANE NW – MEASUREMENT SPECIALTIES

Community Development Director Carlberg presented the request of Measurement Specialties Inc. to vacate drainage and utility easements over, under, and across parts of Lots 1 and 2, Block 1, Parkside at Andover Station North. He explained the parking lot of the proposed project would be located in this area and the easement would need to be vacated before these plans could be approved.

Motion by Councilmember Bukkila, Seconded by Knight, to open the public hearing at 7:48 p.m. Motion carried unanimously.

None.

Motion by Councilmember Bukkila, Seconded by Councilmember Knight, to close the public hearing at 7:48 p.m. Motion carried unanimously.

Motion by Councilmember Knight, Seconded by Councilmember Howard, to approve resolution No. R010-14, granting the vacation of easements on Lots 1 and 2, Block 1, Andover Station North. Motion carried unanimously.

SCHEDULE LOCAL BOARD OF APPEAL & EQUALIZATION MEETING

City Administrator Dickinson stated the Council had identified two dates for the Local Board of Appeal & Equalization meeting and Anoka County has indicated it is able to accommodate the request of April 29, 2014.

Motion by Councilmember Trude, Seconded by Councilmember Bukkila, to schedule the Local Board of Appeal & Equalization Meeting on April 29, 2014, at 7:00 p.m. with a continuation date of May 6, 2014 if needed. Motion carried unanimously.

ADMINISTRATOR'S REPORT

City Staff updated the Council on the administration and city department activities, legislative updates, updates on development/CIP projects, and meeting reminders/community events including new residential developments, the right turn lane for Crosstown Boulevard, and lease

agreements for cell antennas. The signal on Bunker Lake Boulevard and Quinn Street had been replaced in two weeks, the City will be adding building permit applications to the City website.

Councilmember Trude stated she appreciated the light on Bunker Lake Boulevard and Quinn Street being replaced so quickly.

Community Development Director Carlberg stated the City's Comprehensive Plan update will be reviewed by the Met Council February 12th and back to the City for approval February 18th. He stated the City is currently working on the 16th Annual Suburban Home Improvement Show and vendors are encouraged to contact City Hall for additional information. The event is scheduled for March 22nd.

City Administrator Dickinson stated the Polar Plunge fundraiser for the Special Olympics will be held at Crooked Lake this Saturday.

MAYOR/COUNCIL INPUT

(League of Minnesota Women Voters) Councilmember Trude stated on February 10th, the League of Minnesota Women Voters has asked Attorney Tony Palumbo to speak about elderly abuse. This meeting is scheduled for 6:30 p.m. at the Andover City Hall Council Chambers.

(Update on Charity Events) Mayor Gamache thanked everyone who had attended the Mayors Snowmobile Run. They were able to raise over \$2,000 for Youth First. The Northstar Alumni Hockey Game was on Saturday and they were able to raise money for charity at the event.

(Hope for Youth) Councilmember Bukkila stated Councilmember Knight had asked where the City was with youth homelessness. She provided information for Hope for Youth in Anoka. This is a non-profit organization that is working to help homeless youth by providing a place for them to go. She stated they have a website and Facebook page. They are looking for donations including household products.

(Public Works Department) Councilmember Knight commended the Public Works Department for their hard work during the difficult winter. Mayor Gamache reminded residents to keep cars and trailers off the roads during a snow event so the streets can be properly plowed.

ADJOURNMENT

Motion by Knight, Seconded by Bukkila, to adjourn. Motion carried unanimously. The meeting adjourned at 8:11 p.m.

Respectfully submitted,

Tina Borg, Recording Secretary

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